

**STATE AID TO LOCAL LAW ENFORCEMENT PROGRAM  
P.O. BOX 818  
DOVER, DELAWARE 19903  
(302) 744-2674**

**MINUTES OF THE SEPTEMBER 15, 2017  
COMMITTEE MEETING**

A State Aid to Local Law Enforcement Committee meeting was held on Friday, September 15, 2017, 2:00 p.m. in the Public Meeting Room of the City of Dover Police Department, 400 South Queen Street, Dover, Delaware.

Chairman William Bryson called the meeting to order at 2:02 p.m. and conducted the proceedings. Attendees included:

Chief William Bryson, Chair*	Camden Police Department, representing Delaware Police Chiefs' Council
Major Robert A. Hudson*	Delaware State Police
Chief Marvin Mailey*	Dover Police Department representing Kent County Police Chiefs'
Major Lee Clough*	Acting as proxy for Chief Collins, Selbyville Police Department, representing Sussex County Police Chiefs' Council
Capt. Benjamin Feldmann*	Acting as proxy for Chief Bond, representing New Castle County Police Department
Robert Irwin*	Department of Justice
Carol Lee	SALLE/EIDE Coordinator
Capt. John Cornwell	Milton Police Department
Capt. Michael VanCampen	Newark Police Department
Capt. James Gestwicki	Wilmington Police Department
Sgt. Adam Coleman	Laurel Police Department
Jeffrey Horvath	Delaware Police Chiefs' Council
Chief Michael Iglio	Middletown Police Department

\*Committee Members

**I. Approval of March 22, 2017 Minutes of the Meeting**

Chairman William Bryson asked if there were any amendments to the March 22, 2017 minutes of the meeting and hearing none, asked for a motion for approval. A motion was made by Robert Irwin and seconded by Chief Marvin Mailey that the March 22, 2017 minutes be approved as submitted. Hearing no discussion, the minutes were approved by the Committee members.

**II. Discussion on status of Frankford Police Department**

Chairman Bryson asked Carol Lee to update the Committee on the issue with the Frankford Police Department and provide an update as to its current status. Carol Lee explained that the previous police chief was the Town's only officer and resigned his position in July leaving no officers employed by the Town. She also stated that the Town was in negotiations with Dagsboro to

provide police coverage for the Town of Frankford in a joint agreement. In the interim, they have entered into a temporary agreement with the Dagsboro Police Department that would allow one of their full-time officers to act in a part-time capacity for the Town of Frankford. The status of Frankford's Police Department made them ineligible to apply for Fund to Combat Violent Crime grants. Carol Lee asked the Committee to make a determination if Frankford was eligible to apply for SALLE/EIDE grants with their current compliment of one part-time officer. The Committee discussed the issue. Chairman Bryson asked for motion. Capt. Feldmann made a motion stating that any police department that did not employ at least one full-time officer would not be eligible to apply for SALLE/EIDE funding. Robert Irwin seconded the motion. Hearing no further discussion, the Committee voted and unanimously approved the motion. Chairman Bryson asked Carol Lee to make sure the guidelines were adjusted to reflect the approved statement.

### III. Amendment and Extension Requests

#### S-17-17 Middletown Police Department

Applicant requests approval to amend the grant to transfer \$3,577.50 from motor vehicle rental into the overtime line as shown below:

Category	Approved Budget	Change	Amended Budget
Motor Vehicle Rentals	\$4,500.00	-\$3,577.50	\$922.50
Overtime	\$3,000.00	+\$3,577.50	\$6,577.50
Buy/Informant Funds	\$1,323.68	\$0.00	\$1,323.68
<b>Total</b>	<b>\$8,823.68</b>	<b>\$0.00</b>	<b>\$8,823.68</b>

Middletown also requests a one-year extension on this grant making the project end date September 30, 2018.

A motion was made by Capt. Feldmann and seconded by Chief Mailey that the adjustment be approved as submitted. Hearing no discussion, a vote was taken and the adjustment was unanimously approved by the Committee members.

#### D-15-17 Laurel Police Department

Applicant requests approval to amend the grant to utilize the \$4,304.66 originally requested for a surveillance camera system in high crime areas to instead fund the purchase of a COBAN in-car camera system as shown below:

Category	Approved Budget	Change	Amended Budget
Surveillance Camera system	\$4,304.66	-\$4,304.66	\$0.00
COBAN In-car camera system	\$0.00	+\$4,304.66	\$4,304.66
Buy/Informant	\$612.50	\$0.00	\$612.50
<b>Total</b>	<b>\$4,917.16</b>	<b>\$0.00</b>	<b>\$4,917.16</b>

A motion was made by Robert Irwin and seconded by Major Hudson that the adjustment be approved as submitted. Hearing no discussion, a vote was taken and the adjustment was unanimously approved by the Committee members.

## D-11-17 Milton Police Department

Applicant requests approval to amend the grant to transfer \$500.00 from Informant/Buy Money into a new line for accessories for their Narcotics K-9 to include an equipment bag, various leads, training equipment, identification patches, training collar and handler's gloves.

Category	Approved Budget	Change	Amended Budget
Hidden Undercover Camera Systems	\$698.00	\$0.00	\$698.00
Overtime	\$2,361.14	\$0.00	\$2,361.14
Buy/Informant	\$500.00	-\$500.00	\$0.00
K-9 accessories	\$0.00	+\$500.00	\$500.00
<b>Total</b>	<b>\$3,559.14</b>	<b>\$0.00</b>	<b>\$3,559.14</b>

Capt. Feldmann asked if the K-9 accessories were to complete equipment needed for the most recently purchased K-9. Capt. John Cornwell, Milton Police Department stated that they were. A motion was made by Robert Irwin and seconded by Major Hudson that the adjustment be approved as submitted. Hearing no discussion, a vote was taken and the adjustment was unanimously approved by the Committee members.

### IV. Discussion on Procedural Changes

Chairman Bryson began the discussion on a list of procedural changes suggested by Carol Lee. The following changes were discussed and approved by unanimous vote of the Committee:

**Ch. II, #3.**--Delete the first line in this section stating the minimum salary to be \$23,000.00.

**Ch. III, #4.**--Delete the line in this section stating "An officer who was not employed by the applying agency on July 1 is not eligible to receive funds for that fiscal year (July 1 – June 30).

**Ch. III, #6.**—Specific application for funds can be made after July 31, but not later than January 31 of each fiscal year. Carol Lee requested to change the initial application schedule to November and January. March would be kept as the application schedule for 2<sup>nd</sup> Funding Cycle.

**Ch. IV, #1b.**—Carol Lee suggested review of the training travel policy. The Committee discussed further review of this policy and voted to continue following the State travel policy as currently used until further review is completed.

**Ch. IV, #1i.**—Carol Lee asked for a clarification of the term "one-time vehicle enhancements." The Committee discussed and voted unanimously to leave the guideline as it is currently stated leaving the determination up to the Committee at time of review of the application.

**Ch. IV, #1j.**—Added to this section was the following statement: If the requested technology does not interface with any State system, the agency may request an exemption to this section.

**Ch. VII, #1. & 2.**—The words "or temporarily suspends" will be added to these sections.

The following changes were discussed and tabled for later discussion:

**Ch. IV, #1e.**—Adjusting the matrix for determining a chief's eligibility for overtime was tabled until a greater representation of police chiefs could be in attendance.

**Ch. V, #2.**—Carol Lee requested a further clarification of the section addressing requests for extension in light of the life of SALLE/EIDE grants. The Committee asked that she prepare some language for further consideration.

### VI. New Business

Chairman Bryson stated that there were grants that had been reviewed and determined to have some lack of adherence to the State travel policy. He asked for a motion to hold an Executive Session to discuss details of these issues. Major Hudson made a motion to hold an Executive Session at the next

meeting and Robert Irwin seconded the motion. A vote was taken and the motion was unanimously approved.

## **VII. Adjournment**

Chairman William Bryson asked for any other business or discussion and hearing none, called for a motion for adjournment. A motion for adjournment was made by Major Hudson and seconded by Robert Irwin. The Committee members approved the motion and Chairman William Bryson adjourned the meeting at 3:05 p.m.